

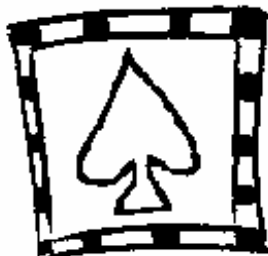


ACE 2006

Special Needs Summer Day Camp

One week sessions beginning June 19 and ending August 10

540-772-7529 ext 227 or www.RoanokeCountyVA.gov/trs



What Is ACE ?

- ACE is an acronym for Activities Created for Enrichment.
- ACE is a state-licensed special needs day camp for kids with Developmental Disabilities ages 5-21, who are currently enrolled in school.
- ACE serves individuals with moderate to severe developmental disabilities, such as mental retardation and autism. Children with emotional or behavioral problems are not served by ACE.
- ACE has an average participant to staff ratio of **2:1**!
- ACE is held at Penn Forest Elementary School, home of Freedom Playground, the Valley's first accessible playground!
- ACE is funded through a contractual service program of Blue Ridge Behavioral Healthcare and by Roanoke County Parks, Recreation, & Tourism.

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Fees & Deposits

- Each week's tuition is **\$100** and includes:
ALL materials & supplies
ALL activity & field trip fees
- Deposit of **\$40 per week** is due at time of registration with balance of **\$60 per week** due by each Monday of attendance.
- Tuition is payable to Roanoke County Parks, Recreation & Tourism.
- Payment is accepted at the Brambleton Center and on Monday mornings at ACE.



New in '06

ACE has extended its operating hours in 2006 in response to parents' and caregivers' needs.

ACE will now run from 7:30am to 6:00pm....10.5 hours of state-licensed childcare for \$100!

All ACE registration forms are now available online! www.RoanokeCountyVA.gov/trs

Registration

- **ALL NEW participants need to be screened for appropriateness before registering. (mandatory)**
- Screenings must be held with the parent/legal guardian AND the child present. **(mandatory)**
- Registration begins Monday, April 24, 2006 at 8am at the Brambleton Center.
- Registration is open until filled for each week.
- All registration must be done IN PERSON. **(mandatory)**
- You must have ALL required documents and the FULL deposit amount in order to register. **(mandatory)**
- ALL documents must be up to date (updated if your child is a returning camper).



Roanoke County Parks, Recreation & Tourism strives to keep fees low and economical for you.

Your tuition covers 28% of the ACE program costs and includes all activities, trip transportation, admissions, materials and supplies.

Activities & Schedules

Example Daily Schedule

7:30am-8:30am	Drop Off/Arrival
8:30am-9:30am	Activity Session I
9:45am-10:15am	Snack
10:30am-11:30am	Activity Session II
11:30am-12pm	Get ready for Lunch
12pm- 1:30pm	Lunch/Rest/Passive Play
1:45pm-2:15pm	Activity Session III
2:30pm-3:30pm	Activity Session IV
3:30pm-4:00pm	Snack
4:00pm-6:00pm	Group Games
	Pickup/Departure

Daily Program schedules are designed to be flexible and diverse to meet the needs and interests of all participants.

Weekly field trips, swimming, arts, crafts, games, sensory activities, & cooking are just a few examples of what we'll do this summer. Participants will receive a weekly schedule of activities on Monday of each week.

Activity Sessions:

Age & Functional level appropriate groups will rotate between sessions of:

Music & Movement

Sports & Games

Arts & Crafts

Group Games

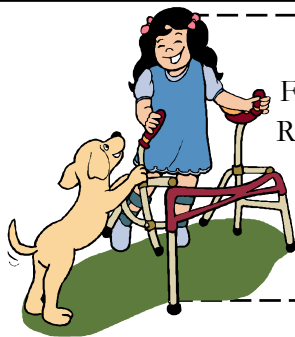
Who Are We?

ACE is programmed by Therapeutic Recreation Services of Roanoke County Parks, Recreation & Tourism.

Mandi Smith, Certified Therapeutic Recreation Specialist, is the ACE Program Director. Mandi also develops programs for Individuals with Developmental Disabilities for Roanoke County Parks, Recreation & Tourism's Therapeutic Recreation Services.

Therapeutic Recreation Services offices are located at the Brambleton Center:

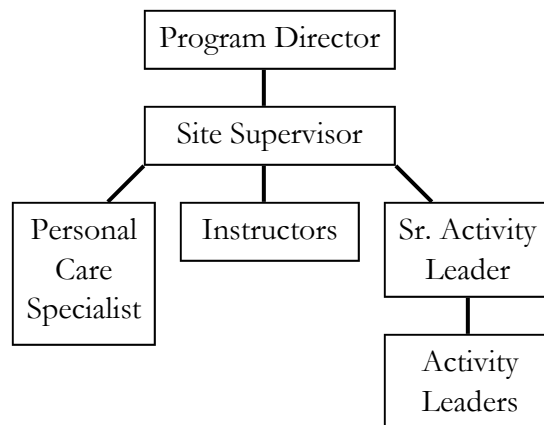
3738 Brambleton Ave SW Roanoke, VA
540.772.7529 Ext 227 540.772.7548 (TTY)
msmith@RoanokeCountyVA.gov



RECBUCKS

Fee waivers through the RECBUCKS program are available for families meeting income guidelines.

Please call for an application.



All ACE staff have background experience working with children and teens with disabilities. Most of the Activity Leaders are college students and graduates with majors such as Recreation Therapy, Education, Childhood Development, Human Services, Physical Education, etc.

Many have worked as teachers, teacher aides, personal assistants, and volunteers for local programs and agencies for people with disabilities.

ACE @ Penn Forest Elementary School
6328 Merriman Road Roanoke, VA 24018

General Policies

Check In & Check Out

Check in: 7:30-8:30am

Check out: 4-6:00pm

Parent/Guardian must sign child in/out each day.

ACE participants may only be picked up by those listed on file. A photo ID may be required.

Late Pick Up

Any participant remaining at ACE after 6pm is considered a "late pick up." A late fee of \$1 per minute after will be charged after 6pm. Site Supervisor will begin calling authorized persons listed for pick up at 6:10pm. Any ACE participant not picked up when Therapeutic Recreation offices close will be turned over to Child Protective Services' custody.

Inappropriate Behavior

Because we wish to maintain the safety of all ACE participants and staff at all times, please read the following:

ACE will not tolerate the following behavior: biting, hitting, kicking, pushing, spitting, foul language, or other behavior determined to be harmful to participants and staff.

If inappropriate behaviors persist after being addressed, participants will be sent home for the day. If the behavior continues in the following days, the participant will be removed from the remainder of the program.



Personal Care

The ACE program provides the following in personal care: transferring, positioning, dressing, toileting, diapering, assistance with feeding, assistance with personal hygiene, giving of medication & assistance with wheelchairs.

Personal care not provided: injections, catheterizations, medical care of feeding tubes, tracheotomies, stomas, colostomy, etc., and care of oxygen equipment.

Medications

ACE staff will dispense medication to program participants **only with written permission from both their doctor and parent/legal guardian.**

All medication must be in the original prescription container with all required information on the pharmacy label. Refrigeration is available and medications are kept in a locked cabinet and are given by either the Personal Care Specialist or Site Supervisor.

Medication Administration permission forms will be distributed in the ACE handbook after registration is complete.



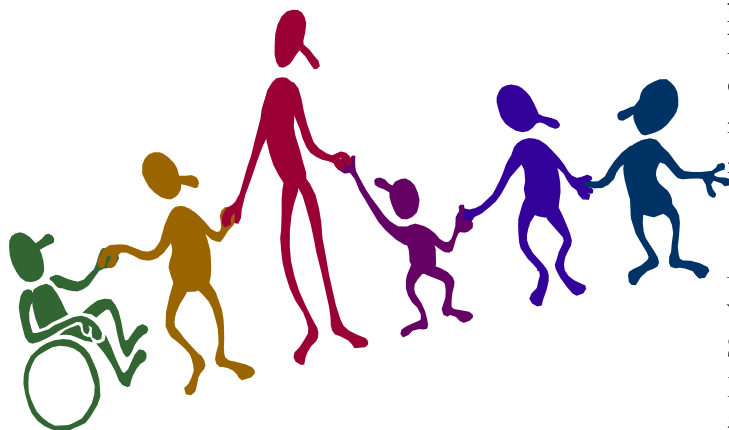
“Play keeps us vital and alive. It gives us an enthusiasm for life that is irreplaceable. Without it, life just doesn’t taste as good.”

~ Lucia Capacchione

Sickness or Injury

If, at anytime during ACE operating hours, a participant has a temperature of 100 degrees or greater, has recurrent vomiting, or diarrhea, or has a communicable disease, he/she will not be permitted to remain at ACE that day. A parent or guardian will be notified for pick up.

All ACE Staff are trained in CPR & First Aid. Parents will be notified of any accidents or injuries by the Site Supervisor. In case of serious injury or emergency, Emergency 911 and parents will be notified immediately.



2006 Weekly Attendance Request Form

Please check the dates you wish to enroll into ACE and bring this form to registration.

Please include the appropriate deposit.

Registration forms received without the appropriate deposit amount will not be processed.

Upon receipt of all required materials, you will be mailed confirmation receipts for each week you are enrolled.

Questions?? Call Mandi Smith at 540.772.7529 Ext 227 or 540.772.7548 (TTY)

Participant Name: _____

<u>Week</u>	<u>Date</u>	<u>Fee</u>	<u>Code</u>
_____ Week #1	June 19 - June 23	\$100	9392
_____ Week #2	June 26 - June 30	\$100	9391
_____ Week #3	July 5 - July 7	\$ 60	9385
_____ Week #4	July 10 - July 14	\$100	9386
_____ Week #5	July 17 - July 21	\$100	9387
_____ Week #6	July 24 - July 28	\$100	9388
_____ Week #7	July 31 - Aug 4	\$100	9389
_____ Week #8	Aug 7 - Aug 10	\$100	9390

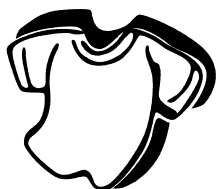
of weeks enrolling _____ X \$40 deposit per week = _____ Total Deposit
(due at registration)

of weeks enrolling _____ X \$60 balance per week = _____ Total Balance Due
(due on Monday of each week)

2006 ACE T-Shirt

Each ACE Registrant receives a **free** ACE T-shirt upon arrival.

Please Circle the size needed:



Youth Medium

Youth Large

Adult Small

Adult Medium

Adult Large

Adult X-Large

Previous Childcare & School Attendance Form

In accordance with Childcare Licensing Standards, ACE requires all parents/legal guardians of ACE participants to list the schools and childcare programs the participant has attended in the past. Please complete the form below and bring it with you to registration. Please call Mandi Smith at 540.772.7529 Ext 227 if you have any questions.

Participant Name: _____

List current/previous childcare and school attendance

1.Center/School Name: _____

Address: _____

Dates Attended: _____

2.Center/School Name: _____

Address: _____

Dates Attended: _____

3.Center/School Name: _____

Address: _____

Dates Attended: _____

4.Center/School Name: _____

Address: _____

Dates Attended: _____

** Attach additional sheet if necessary.

Enrollment Check List

Enrollment is not considered complete and will not be processed until the screening is conducted and all required documents and fees are received.

ACE to do...

☐ Screening scheduled: Date _____ Time _____

**** Parent AND child need to attend ****

**** Please bring completed Registration form ****

**** Screening does NOT register your child****

☐ Registration Form filled out completely

☐ Documentation of Developmental Disability from physician/psychologist

☐ Copy of School Health Record (ask school for copy)

☐ Copy of Immunization form (ask school for copy)

☐ Documents supporting your child's identity. Acceptable proof: certified copy of birth certificate, birth registration card, notification of birth, passport, or placement agreement

☐ Previous Childcare & School Attendance form

☐ Weekly Attendance Request form

☐ Weekly enrollment deposit fees

☐ Mark Registration on your calendar:

MONDAY, APRIL 24, 2006 @ 8:00AM at the Brambleton Center

**** Please bring all above forms to registration****

**** Registration is not considered final until all forms are complete and fees are paid ****



Summer ACE Program
3738 Brambleton Ave SW
Roanoke, VA 24018

FIRST CLASS
POSTAGE
PAID
PERMIT #78
ROANOKE VA



Registration begins Monday, April 24 at 8am!
Space is limited and fills up quickly, so register early!

All registered and paid participants will receive an ACE handbook which will provide detailed program information and schedule.



Contact Information:

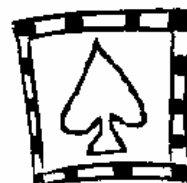
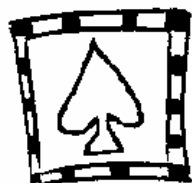
Mandi Smith, CTRS

3738 Brambleton Avenue SW Roanoke, VA 24018

540.772.7529 Ext 227 or 540.772.7548 (TTY)

msmith@RoanokeCountyVA.gov

www.RoanokeCountyVA.gov/trs



**ALL forms must be completed and current! They are
available online at www.RoanokeCountyVA.gov/trs**

